



THE ENGLISH AND FOREIGN LANGUAGES UNIVERSITY
HYDERABAD 500 007

Ad-60
5/2/18

No. EFLU/Admn/F.No.2435 /2018/

05.02.2018

C I R C U L A R

Sub: Submission of Immovable Property Return by the employees of autonomous and subordinate institutes / organizations in the Ministry of HRD.

The Additional Secretary and Chief Vigilance Officer, MHRD, New Delhi issued an Office Memorandum asking all the employees of the University to submit Annual Property Returns in respect of Immovable Property by 31.1.2018 as per Rule 18(1) (ii) of the CCS (Conduct) Rules.

Therefore, all the employees of the University (Teaching and Non-teaching) are required to submit Annual Property Returns in respect of Immovable Property as on 31.12.2017 by 15.2.2018 as per Rule 18(1) (ii) of the CCS (Conduct) Rules.

The required information may be furnished in Annexure-I (enclosed) which is available on the University website. (www.efluniversity.ac.in)

Any employee, who fails to submit his/ her Property Returns within the stipulated time i.e. 31st January of every year, would be denied vigilance clearance in addition to taking action under conduct rules applicable.

REGISTRAR I/c

To

1. All Employees (*download from university website*)
2. Notice Boards
3. Dean, TI (with a request to upload the circular in the university website)

- Copy to:
1. OSD to Vice Chancellor
 2. Director, Lucknow campus, EFLU
 3. Director, Shillong campus, EFLU
 4. Finance Officer
 5. PS to Vice Chancellor
 6. PS to Pro Vice Chancellor
 7. PA to Registrar